

**MINUTES
VENDOR ADVISORY COMMITTEE
October 5, 2010**

Members Present: Mike Masters, Greg Alexander, P.D. Morrison, Roy Mata, Nancy Evans, Arlene Dillworth, Ken Sorley, Paul Gibson (non-voting)

Members Absent: Ron Pigott (non-voting), Diana Keller, Gladys House

Staff Present: David Duncan, Paul Gibson, Rom Haghighi, Chuks Amajor, Dee Dorsey, Kristine Brock, Manuel Perez, Kit von Wupperfeld

Others Present: Kyle Radford (TIBH), Dorothy Turner (State Auditor's Office), Meg Ayres (Verdtech).

The meeting was called to order by Chair Mike Masters at 1:05 p.m. All present introduced themselves.

Minutes of the June 1 meeting were approved unanimously, upon a motion by P.D. Morrison, seconded by Nancy Evans.

Item 4 – Terms of Sitting VAC Members

Terms for the following members expire December 31, 2010: Greg Alexander, Gladys House, Mike Masters, Roy Mata, P.D. Morrison. Greg, Mike, Roy and P.D. all expressed interest in continuing to serve. Mike moved that the VAC recommend to the Comptroller of Public Accounts that those members still interested in serving be re-instated when their term ends. Seconded by Arlene. Ken asked if staff is still interested in having someone from the road aggregate industry serve. Motion PASSED.

ACTION ITEM: Mike asked that David Duncan contact Gladys House and ask if she is interested in continuing as a member of the Committee, giving a deadline for response.

ACTION ITEM: Mike asked that Ron Pigott send the Committee a list of industries which TPASS would like to have Committee representation from, and that current Committee members gather names and background information on anyone they know who might be interested in serving, and bring it to the next meeting. (See also Item 7).

Item 5 – Potential Issues in the Upcoming Legislative Session, Including Pre-Filed Bills

David and Paul said they had not seen any purchasing issues listed. David noted that members might want to review the recently-completed Sunset Review on the Department of Information Resources. While the Comptroller's office is not subject to this review, it undergoes a similar one. There seems to be an emphasis on contract oversight, managing funding integrity, more resources directed toward managing risk, and having plans for managing the highest risk contracts.

P.D. asked if the report Paul is preparing on a review of the HUB Rules when complete.

Item 6 – Discussion and Staff Update on Texas Disparity Study

Dr. Rom Haghighi has been making presentations on the study's results and best practices. In addition, he is working on HUB Rules and State goals. Four (4) public hearings are coming up to hear from vendors (probably in November-December). Arlene asked if there was a way to use social media to help present the study into something actionable from vendors to motivate the

legislature. Mike suggested that the VAC could take some of the key messages and use social networks to get them out to the vendor community.

ACTION ITEM: Rom will send the Committee the key messages he's sharing with the universities and agencies, as well as best practices. At the next meeting, he will present them, and the group will also discuss whether that can be made into a webinar, as well as other methods of distribution.

Item 7 – Subcommittee Reports

HUB Subcommittee – nothing to report

Public Outreach – Arlene handed out a copy of the VAC Webpage with four (4) suggested additions:

- Application or on-line form to serve as VAC member
- Contact VAC Access email or form.
- Addition of copies of minutes not currently listed from 2010
- Public Information Reports (already prepared and approved)

Wording about the meeting schedule (substituting “periodically” for “quarterly” was also included.

ACTION ITEM: Ron to let VAC know where “knowledge gaps” are in industries not currently represented.

ACTION ITEM: Explore adding the above 4 items to the website, making sure the application meets any requirements the Comptroller's office has for inclusion.

Item 8 – Discussion of application of fees paid under Texas SmartBuy

Ken (who initially requested this item) suggested it be placed on the next agenda. However, there was some discussion on needing to know how the SmartBuy fee works, and the lack of a way for vendors to contribute input on further SmartBuy development. In addition, the integration of TxMAS Contracts with SmartBuy, and how dealers for TxMAS vendors can get business if the orders all go to the “prime”.

ACTION ITEM: Arrange for presentation at the next meeting on How SmartBuy Works, Interchange with Vendors, What Changes TPASS Wants, and opportunity to discuss changes vendors want

ACTION ITEM: VAC members should send Mike questions they have on SmartBuy so they can be forwarded to the presenter for answer as part of the presentation. Deadline: end of October.

Item 9 – Public Comment

None.

Item 10 – Discussion of Future Agenda Items

Covered in Action Items above.

Next meeting: Tuesday December 7, 2010 at 1 p.m.

The meeting was adjourned at 3:45 p.m.